



## SEMINOLE NATION OF OKLAHOMA JUDGMENT FUND PROGRAM CLOTHING ASSISTANCE PROGRAM



### 2012-2013 Check List

- ☐ I have filled out completely every section of the application. Only original or downloaded applications will be processed. No emailed, faxed, or copied applications will be accepted. By copied we mean applications that have been filled out then copied.
- ☐ I have read the guidelines and requirements.
- ☐ I have submitted a front and back copy of the Seminole Nation Tribal Membership Card.
- ☐ I have submitted a copy of Certificate Degree of Indian Blood card (CDIB).
- ☐ Public or Private School
  - Public School:
    - Superintendent, Principal or Counselor Signature on application
    - Not Secretary, Registrar or Indian Education Director
  - Private School/Preschool/Head Start:
    - Provide a copy of school license if the school is not associated with the public school system
- ☐ Homeschooled
  - Must submit the curriculum currently being followed.
  - Certificate of Training for the Instructor.
  - School accreditation.
- ☐ A copy of legal custody/guardianship papers if the child is in your care temporarily or if you are the non-custodial parent. A notarized statement written by the legal parent is required if you are acting on the behalf of the parent.
  - If the child was adopted and/or has a name change, you must submit copies of the adoption papers and copies of the new Tribal Membership Card and CDIB cards with their new names.
- ☐ I understand that the Clothing Assistance Program is to be used for purchasing School Clothing for that Student ONLY.
  - Allowable items: shirts, sweaters, blouses, dresses, skirts, shorts, pants, undergarments (bra, panties, briefs, boxers), shoes, boots, socks, coats, belts, winter gloves and scarves, uniforms (upon approval)
  - Non-allowable items: groceries, makeup, jewelry, perfume, lotion, hair products and accessories, tobacco, alcohol, purses, gasoline, hats, ball caps, backpacks, lunch boxes, umbrellas, bandannas, robes, sleepwear, swimsuits, school supplies, costumes, sports gear, cell phone, cell phone minutes, ATM withdrawal, Fast Food, donations, membership fees
- ☐ I understand that all original receipts must be turned in by 90 day deadline given. It is the responsibility of the legal parent/guardian to keep up with the receipts and get them turned into our office within the deadline. If receipts are lost, stolen, or damaged it is the parent/guardians responsibility to obtain a copy/duplicate of the original receipt. If unable to retrieve a copy/duplicate receipt your options are to either payback the funds used within the current school year or have the funds deducted from the next eligible funded application. Deadline for paybacks are May 31, 2013.
- ☐ There will be a \$15.00 fee to replace any lost/stolen VISA card.

Mail Application to: Seminole Nation of Oklahoma  
Judgment Fund Office  
Clothing Assistance Program  
2007 W. Wrangler Blvd.  
Seminole, OK 74868

Toll Free #: 1-877-382-0549  
(405) 382-0549



**SEMINOLE NATION JUDGMENT FUND  
CLOTHING ASSISTANCE PROGRAM**

2007 W. Wrangler Blvd, Seminole, Ok 74868  
Phone #: 1-877-382-0549



**Please print clearly/type ALL information and use blue or black ink pens only. Do not use crayons or pencils. Completed applications will be accepted between the months of August 1-October 31. Only Original/Downloaded Applications will be processed, no emailed, faxed, or copied applications will be accepted.**

**\*PLEASE FILL OUT EVERY SECTION COMPLETELY, INCLUDING STUDENT'S SOCIAL SECURITY NUMBER.**

**STUDENT INFORMATION:**

☐ **NEW** (first time applying) ☐ **Renewal** (applied last year)

LAST NAME	FIRST NAME	MIDDLE NAME
<b>*SOCIAL SECURITY</b>		
BAND: _____	D.O.B.: _____	AGE: _____ GRADE: _____
SEX: _____		

**PARENT/GUARDIAN INFORMATION:**

LAST NAME	FIRST	M.I.	MAIDEN
ADDRESS	CITY	STATE	ZIP CODE
PHONE # _____	WORK # _____		

Answer the following questions:

YES \_\_\_\_\_ NO \_\_\_\_\_ ARE YOU THE CUSTODIAL PARENT OR LEGAL GUARDIAN OF THE STUDENT?  
IF NOT, WE WILL NEED NOTARIZED DOCUMENTATION STATING THAT THE CHILD/CHILDREN ARE LEGALLY IN YOUR CARE.

YES \_\_\_\_\_ NO \_\_\_\_\_ DO YOU STILL HAVE THE CARD THAT WAS ISSUED TO THIS CHILD?  
IF YES WHAT ARE THE LAST 5 DIGITS OF THE VISA CARD # \_\_\_\_\_  
There will be a \$15.00 fee to replace any lost/stolen VISA card. EXPIRATION DATE \_\_\_\_\_

PLEASE LIST **FULL NAMES** OF ALL YOUR CHILDREN RECEIVING CLOTHING ASSISTANCE WITHIN YOUR HOUSEHOLD THIS SCHOOL YEAR: (LIST ALL NAMES AS IT APPEARS ON THE SEMINOLE NATION TRIBAL MEMBERSHIP CARD)

NAME	NAME

**SCHOOL INFORMATION:**

**TO BE COMPLETED & SIGNED BY THE SCHOOL**

Name of School: \_\_\_\_\_  
(Privately operated Preschools & Head Starts must provide a copy of their license.)

Address: \_\_\_\_\_  
RR, PO Box, Street City State Zip Code

Phone #: \_\_\_\_\_ School Year: 2012-2013 Grade of Student: \_\_\_\_\_

Your signature below verifies the school information is correct & the above named child is currently \_\_\_\_\_ Enrolled \_\_\_\_\_ Attending

	School Seal or Address Stamp Here

**School Official Signature:** \_\_\_\_\_ **Date:** \_\_\_\_\_

**School Title:** (underline one that applies: **SUPERINTENDENT, PRINCIPAL, OR COUNSELOR**)

**Application Guidelines and Required Documents are on the back of this form, PLEASE READ AND SIGN!**

## APPLICATION GUIDELINES and REQUIREMENTS

1. The student must be an enrolled member of the **Seminole Nation of Oklahoma** and must provide a copy of their **Tribal Enrollment card, front & back copies are needed**, if not already on file. The student must provide a copy of their **Certificate Degree of Indian Blood (CDIB) card**, if not already on file.  
**\*NOTE: If this is your child's first time applying, we will not have a copy on file.**
2. The student must be at least **(4) four years** of age and no older than **(19) nineteen years** of age.
3. The student must be enrolled and attending school.
  - ☐ Public or Private School
    - o Public School:
      - School Information Section of the application must be completely filled out.
      - Superintendent, Principal or Counselor Signature on application
      - Not Secretary, Registrar or Indian Education Director
    - o Private School/Preschool/Head Start:
      - Provide a copy of school license if the school is not associated with the public school system
  - ☐ Homeschooled
    - o Must submit the curriculum currently being followed.
    - o Certificate of Training for the Instructor.
    - o School accreditation.
4. A copy of legal custody/guardianship papers if the child is in your care temporarily or if you are the non-custodial parent. A notarized statement written by the legal parent is required if you are acting on the behalf of the parent.
  - ☐ If the child was adopted and/or has a name change, you must submit copies of the adoption papers and copies of the new Tribal Membership Card and CDIB cards with their new names.
5. Grants are in the form of a VISA Store Value Card and will be used for **purchasing SCHOOL CLOTHING for that STUDENT ONLY**. Use the card as a **CREDIT** purchase, NOT a debit purchase, **no PIN #** will be provided.
6. I understand that the Clothing Assistance Program is to be used for purchasing School Clothing for that Student ONLY.
  - ☐ Allowable items: shirts, sweaters, blouses, dresses, skirts, shorts, pants, undergarments (bra, panties, briefs, boxers), shoes, boots, socks, coats, belts, winter gloves and scarves, uniforms (upon approval)
  - ☐ Non-allowable items: groceries, makeup, jewelry, perfume, lotion, hair products and accessories, tobacco, alcohol, purses, gasoline, hats, ball caps, backpacks, lunch boxes, umbrellas, bandannas, robes, sleepwear, swimsuits, school supplies, costumes, sports gear, cell phone, cell phone minutes, ATM withdrawal, Fast Food, donations, membership fees, blankets
7. I understand that **all original receipts** must be turned in within the **90 day deadline**. It is the responsibility of the legal parent/guardian to keep up with the receipts and get them turned into our office within the 90 days. If receipts are lost, stolen, or damaged it is the parent/guardian's responsibility to obtain a copy/duplicate of the original receipt. If unable to retrieve a copy/duplicate receipt, your options are to either payback the funds used within the current school year or have the funds deducted from the next eligible funded application. **Deadline for paybacks are May 31, 2013.**

**ALL TRANSACTIONS WILL BE MONITORED** for misuse or non-compliance.

**Grantees will be required to reimburse the Clothing Program for the misused funds!**

**PLEASE make a copy of your child's receipts for your own records.**

8. There will be a **\$15.00 fee** to replace any lost/stolen VISA card.

Grantees may be placed on suspension and will not be eligible to receive a clothing grant or any other grant from the Judgment Fund Programs for the upcoming year.

**All information** concerning an application or payment to an application is **confidential** and **shall only be given to the applicant** unless written permission from the parent/guardian is on file in the office.

### **Applicant's Rights and Responsibilities:**

"I have read both sides of this application or it has been read to me. I have completed this application and truthfully answered the questions. I authorize the Seminole Nation Judgment Fund staff to make any investigations necessary to verify the answers given and to obtain any information required to determine eligibility. I have a right to a hearing on such action of the tribe I consider improper and shall submit a written request with explanation of need for a hearing to the Judgment Fund Coordinator. By signing below, I certify the above to be true and complete."

**Note: Application is incomplete if not signed, filled out completely or if all requested documents are not turned in. Incomplete applications will not be processed.**

**PARENT SIGNATURE:** \_\_\_\_\_ **DATE:** \_\_\_\_\_